

57-0690

MAR 1 1957

MEMORANDUM FOR: General Counsel
✓ Comptroller
Director of Communications
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff

SUBJECT : Competitive Promotion Program

REFERENCE : [REDACTED] "Competitive Promotion" dtd 29 Nov 56

25X1A

1. The Agency's Competitive Promotion Program was established a few months ago with the provision that "Heads of Career Services are authorized to implement the program in gradual stages of one grade level of personnel at a time, thereby continuing previous promotion procedures for levels of personnel on which Competitive Evaluation Panel action has not been taken. The program should be fully installed by 1 January 1958."

2. I am most interested in the progress your office has made in implementing this program as well as any unusual problems that you have encountered which may be of value to the other components. I would therefore appreciate a progress report by 15 March 1957.

[REDACTED]
L. K. WHITE
Deputy Director
(Support)

25X1A

6 32 PM '57

UNCLASSIFIED

10 MAR 1957

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Progress Report on Competitive Promotion SF Career Service Program

1. This memorandum is for information only.
2. Your memorandum of 1 March 1957 requested information relative to the progress being made in connection with the Competitive Promotion Program within the SF career service.
3. As of this date, the required information has just started to flow from the Office of Personnel, such as the SF Career Service Staffing Authorization and Biographic Profiles.
4. In reviewing the SF Staffing Authorization, it appears that we may be handicapped in promoting SF employees to positions vacated by other SF personnel on a rotation tour to other components of the Agency. For example, we have three personnel on assignment to the Office of Training, one to DD/P, and another in process of being assigned to DD/P. In addition, we have a number of SF personnel assigned to administrative positions overseas, since the great majority of the work required of those administrative positions relates to finance. It seems that the Office of the Comptroller should be able to consider such positions within its Staffing Authorization during the time that SF employees occupy the positions. It is my understanding that the Administrative Career Board has informally agreed to this arrangement.
5. We have received Biographic Profiles on all GS-11 employees within the Zone of Consideration. These Profiles have been reviewed by the employees involved and returned to the Office of Personnel. These employees are now in the process of completing their Career Preference Outlines. A few Biographic Profiles have been received on GS-12 positions. One of the problems is that of having the overseas personnel verify their Biographic Profiles. It is my understanding that the Biographic Profiles of overseas personnel will be held by the Office of Personnel until the employee returns, and that they will be requested to verify such Profiles on processing through the Central Processing Division.
6. The SF Career Board has established six areas of competition based more or less on a functional breakdown, as each one of the functions requires some special qualifications in their respective fields of endeavor. Arrangements have been made whereby the employees who can qualify will be listed on two or more areas of competition. The areas of competition are: Immediate Office of the Comptroller (including the Technical Accounting Staff, and Program Analysis Staff), Budget,

DOC	6	REV DATE	29/04/81	BY	11893.5
ORIG COMP	—	UPI	38	TYPE	01
ORIG POST	—	DATE	22	DATE	20/11
JUST	22	NEXT REV	20/11	AUTH:	HR 10-2

Fiscal, Machine Records, Finance, and Industrial Contract Audit. Evaluation Panels have been selected within the respective areas of competition, and they are now engaged in evaluating and listing GS-11's.

7. Pending the completion of the work of the Evaluation Panels, we will continue as in the past, to consider across the board all the employees of the Comptroller's Office within a given grade when a promotion is involved.

8. Since a number of our employees do not desire overseas service, we have problems at times in meeting rotation schedules. It may develop at some future date that we will have to request some of such employees to find other positions within or without the Agency. I am sure that it is realized that the Office of the Comptroller has a greater rotation problem than any other DD/S Office other than Communications.


E. R. SAUNDERS
Comptroller

25X1A

ERS/RIJ/ny

Distribution:

Orig & 2 - Addressee

✓1 - Signer